



JOB DESCRIPTION
School Counsellor

Responsible to:	Head of Skills and Strategies
Job Overview	<p>The role will provide a high-quality, safe and confidential counselling service to our pupils and be an integral part of the school's wellbeing provision.</p> <p>The role will comprise 1:1 clinical work with pupils as well as small group work and a drop-in service.</p>
Salary and Benefits	<p>Salary: £26,700 to £37,036 Full Time</p> <p>Pension: Defined Contribution Scheme for support staff. The school will contribute 9%. The employee contribution is a minimum of 3%.</p> <p>Supervision: twice monthly supervision sessions covered by the school</p> <p>Lunch is not a contractual benefit but is provided daily during term time, free of charge.</p> <p>Salary Sacrifice Schemes such as Cycle to Work, IT and Electric Car Scheme as they are available to staff under tax regulations from time to time.</p> <p>Holidays: 20 days per year + bank holidays to be taken during school holidays</p>
Duties and Responsibilities:	<p>Ensure High Quality Clinical Practice and Delivery</p> <ul style="list-style-type: none">• Undertake clinical assessments with parents, carers and school staff based on a child's needs• Manage and account for overall clinical caseload• Be able to complete assessment and hold regular reviews of clinical work• Identify appropriate clinical interventions for pupils based on assessed need.• Undertake one to one clinical work with pupils ranging from Nursery - Yr 8• Run drop-in sessions for pupils aged between 7 and 13 before school, during break and lunch times as well as after school• Engage in twice monthly supervision with a suitably qualified supervisor who has experience of working with children Yr 1 – Yr 8• Practice with an integrative model• Plan and deliver small and large group work on a wide range of relevant issues in consultation with the school.• Demonstrate an understanding of working with children who require or would benefit from emotional or therapeutic support within the school environment• Seek to improve the quality of service and provision wherever possible <p>Establish Positive, Active and Effective Relationships with the Staff, Parents and Pupils</p> <ul style="list-style-type: none">• Meet the expectations of the school, working closely with the Head of Skills and Strategies• Demonstrate an understanding of child development and issues that may impact on their wellbeing• Devise and implement appropriate strategies to support children behaviourally, emotionally and physically• Consider and support the well-being of staff within the school

- Attend and actively participate in staff meetings
- Deliver parent workshops on relevant issues
- Consider the needs of the audience and pitch communications at an appropriate level
- Demonstrate accuracy in all communications
- Have experience of providing short- and long-term therapy
- Identify and discuss potential referrals with the Deputy Head and provide regular pupil updates and information regarding student well-being
- Support PSHCE, Assemblies and any other relevant mental health and wellbeing needs.
- Work closely with parents in order to best support the children's needs
- Establish and sustain positive working relationships with staff, family, parents and children
- Embed the counselling service firmly within the ethos of the school
- Work autonomously and proactively within school; arranging a personal schedule that fits with the needs of the children and staff
- Promote good mental health, share information and good practice with staff throughout school

Accurately Report and Evaluate Data

- Maintain detailed, confidential, up to date records of all provision delivered and circulate them to relevant parties as appropriate
- Use data to inform and improve practice and impact
- Be accountable for ensuring relevant data is shared in a timely manner
- Record and monitor individual children's progress, tracking them as they progress through school
- Liaise with external agencies regarding pupil needs and refer children on e.g CAMHS

Be Alert to Safeguarding and Child Protection Issues

- Demonstrate a commitment to safeguarding children
- Be proactive in reporting safeguarding issues and concerns to the DSL
- Demonstrate a clear understanding of child protection and safeguarding policy and procedures within school as well as Statutory documentation such as KCSIE
- Keep up to date with safeguarding policy and developments
- Work with families as a form of Early Help whilst respecting the reporting lines of confidentiality that occur in Safeguarding

Training and Development

- Regularly review own practice, and in collaboration with Heads of Section, to set personal targets and take responsibility for own continuous professional development
- Participate in the performance review process

General Requirements

- Promoting and safeguarding the welfare of pupils for who you are responsible and with whom you come into contact with
- Maintain high professional standards of attendance, punctuality, appearance and conduct
- Maintain positive, courteous relations with pupils, parents and colleagues
- Promote the good name and reputation of the School
- Adhere to School policies and procedures

Keys Skills & Knowledge:

- Post-graduate level qualification in Counselling or Psychotherapy (ideally this would specialise in working with children (and adolescents))

	<ul style="list-style-type: none"> • BACP Accreditation, UKCP or BPC registration or registration with an equivalent recognised awarding body or working towards these registrations • Further therapeutic training or qualification in working with children and young people • A minimum of 2 years' experience working therapeutically with children post qualification • Demonstrates understanding of a range of therapeutic models • An understanding of the developmental, emotional, social and educational issues of children and young people • A clear understanding of child protection policy and procedures and commitment to safeguarding of children and vulnerable adults • An awareness of range of needs of people from diverse ethnic, cultural and social backgrounds • Knowledge of local mental health and CAMHS Services • Knowledge of the Children's Act and legislation pertaining to children • Experience of facilitating groups • Experience of working as part of a multi-disciplinary team • Experience of working in a School
<p>Personal Competencies & Qualities:</p>	<ul style="list-style-type: none"> • Enthusiastic individual possessing drive, energy and commitment, with a presence which engenders confidence and respect from pupils and colleagues. • Ability to plan, prioritise and manage a varied workload. • Team focused: shares knowledge and information with other members of staff to promote good practice. • Co-operative, helpful and accommodating with other team members and staff • Focuses on what needs to be delivered: understands what is needed and responds promptly. • A proactive, 'can do' attitude to all tasks • Welcomes challenges, and meets them with enthusiasm • Shows a flexible approach, willing to adapt and respond to priorities • Seeks out additional duties and uses own initiative • Good communication and persuasion skills • Consistently strives to maintain a high standard of work.
<p>Terms & Conditions</p>	<p>Hours of Work The role would comprise a 40-hour week, to include all INSET days, Prizegiving, Open Days, Parents' Evenings or other events as required by the Head. Daily hours of work to be managed according to the needs of pupils This job description is not intended to be an exhaustive list of duties. You may also be required to undertake such other comparable duties as required from time to time.</p>
<p>Safeguarding Children</p>	<p>The New Beacon is committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening and training appropriate to the post, including checks with past employers and the DBS.</p>